

**MCACGP-Student Persistence Program
Interim Report Response Questions (Due August 15, 2013)**

Project Title and Grant #:	
Submitted By:	Reporting Period: February 15, 2013 – August 15, 2013

Please attach additional sheets for your responses. Address all questions and feel free to add any other additional information you think pertinent. The budget form is available at www.mhec.state.md.us/Grants/MdCollAccessChallGrant/MdCollAccessChallGrant.asp

1. Evaluation

- a. Include phase one of the evaluation plan (see RFA on Evaluation Plan for details).
- b. Please describe the major activity outcomes and how the outcomes were measured. The specific and measurable project objectives and outcomes submitted in the approved application should be restated in this section. Then this section should state if each project objective was met or not. If not, present the actual results and explain why the project objective/intended outcome was not met. For example, an objective in the application may have been:
 - i. Project goal in application (re-state): To increase the number of at-risk and low income students who persist toward degree completion.
 - ii. Projected objective in application (re-state): By the end of December 2012, **50% of at-risk and low income students** have received tutoring at least twice a month.
 - iii. Was this objective met? YES
 - iv. Actual Project Outcome: By the end of December 2013, **60% of at-risk and low income students** have received tutoring at least twice a month.

(Note: The actual project outcome may or may not differ from the projected project outcome.)

2. Activity and Participant Information

Submit summary of participants for each activity and the number of attendees/participants for each. A list of individual participants should support this summary sheet (include sign-in sheets at the very least).

Sample summary of participant worksheet:

Type of Activity	Activity Date(s)/frequency	Major Activity Objective(s)	Number of Participants (Identify Participant Type)	Contact Hours

3. Please provide an overview of how your project is progressing:

(a) Did the project start on time? If not, please discuss why.

(b) Has the project recruited the projected number of participants? If not, please discuss the difference.

(c) Which activity garnered the best response? Please discuss.

(d) What are the greatest challenges and/or major issues faced by the project?

Then discuss the factors that made it possible or not possible to meet the expectations of the project objectives.

4. Do you anticipate any difficulties completing all activities on schedule and according to the proposed budget? If so, please explain any anticipated modifications. *(Note that when such difficulties arise, project directors are encouraged to contact MHEC as soon as possible to begin discussing possible ways of addressing the problems encountered.)*

5. Financial Report: complete a budget summary like the table on following page and attach a brief budget narrative (if the summary is not fully self-explanatory) describing expenditures made.